

JOSEPHINE COUNTY / CITY OF GRANTS PASS SOLID WASTE AGENCY BUDGET COMMITTEE MEETING MINUTES April 19, 2016

Meeting convened at 3:14 P.M.

Agency Budget Committee Members Present:

Lee Spargo Stephen Haydon James Lowe

Terry Haugen

Rob Brandes

Brad Carlson

Lora Glover

Connie Roach

Rick Riker

Others: Don Moss, Operations Manager, Republic Services

Julie Jackson, Assistant, Republic Services

Pat Fahey, Retired General Manager, Southern Oregon Sanitation Trent Carpenter, Operations Manager, Southern Oregon Sanitation Shea Sigafous, Recycling Coordinator, Southern Oregon Sanitation

Ryan Nolan, Recorder, City of Cave Junction

Staff: Jason Canady, Operations Officer

Linda Gay, Minute Recorder

- 1. Election of Budget Committee Chair. Brad Carlson made a motion to nominate Stephen Hayden as Budget Committee Chair. Lee Spargo seconded the motion. Motion approved 9-0.
- 2. Election of Budget Committee Secretary.

<u>Terry Haugen made a motion to nominate Lee Spargo as Budget Committee</u> Secretary. James Lowe seconded the motion. Motion approved 3-0. 3. Delivery of Budget Message by Operations Officer. Jason Canady introduced himself as the new Public Works Director and Solid Waste Agency Operations Officer. Jason gave a brief history of the Solid Waste Agency to the Agency Budget Committee. The Solid Waste Agency was originally formed in 2001; a cooperation between the City of Grants Pass and Josephine County. In 2005 the City of Cave Junction joined the Agency. The primary focus and purpose for the Agency is to administer the five (5) franchise agreements for solid waste issues. For the City of Grants Pass there are two agreements one with Republic Services and one with Southern Oregon Sanitation, Josephine County has the same two and the City of Cave Junction has an agreement with only Southern Oregon Sanitation.

Primarily the Agency offers franchise audit and oversight, rate setting and evaluation. All proposals for rate increases for solid waste purposes need to come through the Agency. The Agency then makes a recommendation that goes forward to the governing bodies, which then takes final action on those requests. The Agency also collects and allocates the environmental program fees. The Environmental Program Fee is a \$5 per ton fee on each ton of refuse collected in Josephine County; this is how the revenue is collected in order that the Solid Waste Agency can do the great work that it does. The Environmental Program Fee (EPF) is designed to cover Solid Waste Programs, environmental monitoring, landfill post-closure maintenance, remediation of contaminated sites, and other actions ordered by the Oregon Department of Environmental Quality. Additionally, if there is any excess revenue from the franchises above 13% of their operating margin those are split with the Agency 50/50, but unfortunately, there will be no excess this year.

The Intergovernmental Agreement between the three (3) entities dictates there can be no employees of the Solid Waste Agency. Since the agency cannot have employees, there is a contract for management services. The City of Grants Pass has been overseeing the Agency management and would love to continue supplying management services when the term expires June 30, 2016.

Additionally, 15% of all of the gross revenues that come into the Agency need to go into the environmental liability assurance fund and any additional excess revenue are held in the fund balance for future projects.

A complete copy of the Solid Waste Agency Budget for FY'17 is attached to the minutes. In summary, total revenue is anticipated to be \$2,866,899 including a beginning budgetary fund balance of \$1,637,957. Expenditures are budgeted to include \$50,400 for supplies and services, \$72,700 for Marlsan & Kerby Landfill monitoring, \$22,200 for indirect charges, \$320,000 for project costs and a contingency/reserve of \$2,401,599 for a total of \$2,866,899. Project costs are anticipated to include the following:

Josephine County Litter Cleanup	\$ 6,000
City of Grants Pass – Code Enforcement	\$ 35,000
Kerby Landfill Restoration	\$ 100,000
Cave Junction Cleanup (Tires)	\$ 30,000
Josephine County Property Cleanup	\$ 100,000

Solid Waste Agency	101 NW A Street	Grants Pass OR 97526	541-	<i>4</i> 50-6110	FAX 541-479-6765	
Rogue Ri	ver Cleanup		\$	10,000		_
Reusable	Bags		\$	20,000		
School District No. 7 Asbestos Removal		\$	7,500			
Miscellaneous		\$	50,000			

At the end of the fiscal year the Environmental Liability Reserve Fund is budgeted to have \$888,172.

Jason asked if there were any questions on the Budget. Terry Haugen asked if the Plastics Roundup will happen this year and was told it will not because there is no way to dispose of the plastics due to no demand in the markets.

Terry asked another question regarding if City Council considers an amendment to the Republic Services Agreement at the City Council Meeting how that will affect the Environmental Program Fees. Don Moss stated that he has an estimate but it is not available currently. Jason stated he would look into that also.

Brad Carlson asked if the reusable bag program was going to be considered for the new budget. Jason said it was in FY16 for \$11,000 but nothing has been mentioned for FY17, but there are miscellaneous funds available.

Rob Brandes made mention that there are ongoing problems with Marlsan and vandalism and motocross riders and he will be coming to the committee to request funding to make additional signing to dissuade vandals.

- 4. **Public Comment on FY 2017 Budget.** Stephen Haydon asked for any public comment on the 2017 budget. No public comment was made.
- 5. Approval of FY 2017 Budget. Terry Haugen motioned to approve the budget to the Solid Waste Agency Board. James Lowe seconded the motion. Motion approved 9-0.

A plaque was presented to Terry Haugen for his eight years of service as Operations Manager for the Solid Waste Agency Board.

6. Adjourn. 3:34 p.m.

Minutes approved by:	Date:

Lee Spargo Solid Waste Agency Budget Committee Secretary